



## RECRUITMENT ANNOUNCEMENT RESEARCH ANALYST: TAX TEAM

The Washington State Joint Legislative Audit and Review Committee (JLARC) is recruiting to fill a Research Analyst position. JLARC tax team Research Analysts develop, lead, and conduct independent performance reviews of the state's 600+ tax preferences on behalf of the Legislature.

JLARC is a bi-partisan committee comprised of House and Senate members. The Committee provides legislative oversight to determine how effectively and efficiently state agencies perform their responsibilities, and whether government programs are achieving their intended purposes. An ongoing assignment is determining whether tax preferences are meeting their public policy purpose.

### Role

JLARC's tax team Research Analysts work on issues at the forefront of tax policy. As a result of the variety of our performance audits, and how seriously they are considered, JLARC staff have broad exposure to policymakers and executives throughout state government. In addition, this position will provide staff assistance to the Citizen Commission for Performance Measurement of Tax Preferences.

Analysts carry out some tasks individually and also serve on a team, and they may also manage consultants for portions of their assigned work. Because this work is demanding, time bound, and important, analysts must have superior time and task management skills. They must understand the policymaking environment at the state level and work effectively and objectively with legislators, legislative and agency staff, as well as a broad range of policy stakeholders.

### About Working at JLARC

JLARC offers a rare opportunity to work in a legislative environment that is high profile but also even-paced. While our work is accompanied by very high expectations for depth and quality, our pace also allows us the flexibility to manage our project schedules to sustain a healthy home and family life.

Our staff work in a very open and collaborative setting within an environment that is rich in ideas, and is surrounded by intelligent, creative, and supportive colleagues. All staff share their work for discussion with their peers, and all staff are required to participate in a constructive critique of their work partners. This principle permeates our organization, and enables an atmosphere of analytical refinement that always improves our final products.

JLARC has a proven reputation for quality and independence. The National Legislative Program and Evaluation Society (NLPES), the professional association of legislative auditors, has honored JLARC with awards for each of the last thirteen years. JLARC was recently one of two states in the nation to receive the NLPES Award for Excellence in Research Methods, and was singled-out by the Pew Center for our work evaluating tax preferences.

To maintain the professional quality of our work, JLARC adheres to federal government auditing standards issued by the Government Accountability Office (GAO).

### Desirable Qualifications

A master's degree in economics, public administration, political or social sciences, or a related field applicable to analyzing fiscal policies, is strongly preferred. Preference will be given to applicants with fiscal policy analysis, performance audit, legislative and/or program evaluation experience, or research skills.

## Successful Candidate Profile

JLARC is seeking candidates who are able to:

- Produce both quantitative and qualitative analyses of superior quality, and excel at documenting their work, writing results and findings, and presenting their work to audiences ranging from team members to legislative members and staff.
- Demonstrate skill with project management, research design, data collection, data analysis, and report writing.
- Develop findings and recommendations that improve the Legislature's knowledge and understanding of tax preference impacts.
- Demonstrate the ability to use quantitative, financial, evaluation, and policy analysis methodologies and related software.

## Compensation and Reporting Relationship

Tax team Research Analysts work under the direction of the Legislative Auditor and Deputy Legislative Auditor. This position is exempt from civil service law and is non-partisan. Annual compensation reflects the marketplace, depends on qualifications, and includes a comprehensive benefits package.

## Application Procedure

Before applying, review the JLARC and Citizen Commission website and our work to make certain this is the type of work that interests you: <http://www.citizentaxpref.wa.gov/>; <http://www.leg.wa.gov/jlarc/Pages/default.aspx>

If you are interested, and your qualifications fit, you should submit the following information:

- 1) A letter of interest specifically addressing the qualifications mentioned in this announcement;
- 2) A current resume; and
- 3) A list of three professional references.

We will review your submission and determine if you will be interviewed. The interview will include questions, role playing, and a presentation.

Application packages should be sent via email to:

Marilyn Richter: [Marilyn.richter@leg.wa.gov](mailto:Marilyn.richter@leg.wa.gov)  
Subject: JLARC Tax Team Analyst Recruitment

Should you need to transmit hardcopy, our mailing address for the recruitment is:

Joint Legislative Audit and Review Committee  
Attn: Marilyn Richter  
1300 Quince Street SE  
PO Box 40910  
Olympia, WA 98504-0910  
Phone: 360-786-5188; Fax: 360-786-5180

## Application Deadline

Applicant screening will begin on December 2, 2014. **Early application is encouraged.**

*The Joint Legislative Audit and Review Committee is an equal opportunity employer. Women, racial and ethnic minorities, persons with disabilities, disabled veterans, and Vietnam-era veterans are encouraged to apply. Persons with disabilities needing assistance in the application process should call (360) 786-5188 or TDD (800) 635-9993.*